

Estates at Dove Run HOA Board Meeting

Minutes for September 28, 2008

Directors present:

- Megan Aitken, Richard Green, Jennifer Godlewski and Alison Segal

Agenda:

- **Landscaping Committee Report** (Richard Green):
 - ❖ August 26, 2008, Rich and Amar Tailor met with Radford Landscaping to discuss resolution of some problems with the Brick Mill entranceway project.
 - Radford has agreed to come out on October 15, 2008 to replace all of the dead plants in the median and to add the missing trees (from the original design) behind the monuments. The dead plants will be replaced at no additional cost, as covered under his one-year warranty.
 - Agreed this would be his last week watering, as the weather is growing cooler and we have been receiving much more rain.
 - ❖ "A Personalized Landscaping Co." has been doing a good job maintaining (weeding, essentially) the area.
 - ❖ Amar Tailor has contacted the Town of Middletown about re-seeding the grass areas around the monuments. They have agreed to do the seeding once they have obtained their new overseeding machine.
 - Once the area is re-seeded, options will need to be discussed to help the grass to thrive.
- **Architectural Review Board** (Megan Aitken and Alison Segal):
 - ❖ ARB Policy/Procedure statement reviewed and accepted unanimously by present board members. The statement will be added to the website for homeowner information. This information will also be discussed at the upcoming member meeting on October 15.
 - ❖ Board agreed that committee members ought to be members in good standing.
 - Discussed dilemma of Alison Segal heading the ARB while she has a shed slightly larger than allowed by the deed restrictions. Alison has stated that if she is unable to have deed restrictions changed to allow this item, she will step down from the committee. It was also agreed that when the new volunteers meet, that officers of this board should be elected by the members of this board.
- **Upcoming HOA Member Meeting Agenda** (Discussion):
 - ❖ Meeting to be held on October 15, 2008 from 7pm to 9pm at Brick Mill Elementary in the cafeteria. A microphone and seating will be provided.
 - ❖ Discussion of order of agenda; some of which will be decided by Chuck Dixon's availability – still waiting to hear back from him regarding the time frame he can speak.
 - There will be a very brief Landscaping Committee overview, as most of this information has been available online for quite some time.

- Treasurer's report will be printed and handed out for review.
- Election of new Board of Directors. Richard Green and Alison Segal intend to stay on the Board. If there are 6 (or less) other volunteers, they will simply be voted in. If there are more than 8 total volunteers, an election must be held. Each person must then have an opportunity to represent themselves before the group. A vote would then be taken to fill the 8 positions.
- The ARB will explain the new ARB policy/procedure, and how they intend to move forward concerning deed restriction violations.
- Richard will ask the body to refrain from asking questions until the end of the meeting, due to the many items up for discussion.
- ❖ Notice to members will be composed by Jennifer and mailed as close to October 1st as possible, to give homeowners more advance notice. Other information to be included in the notice:
 - Any Board volunteers should submit their request prior to the meeting (by Oct. 10th) to allow for proper planning at the upcoming meeting.
 - Homeowners will also be given the opportunity to submit questions via the website prior to the meeting. This will also help the Board to address frequently asked questions (FAQ) more efficiently due to any time constraints. Answers to FAQ, may also be printed and handed out at the meeting, as well, if warranted. If necessary, this information may also be posted on the website in the future.

Current Board members are encouraged to meet at the school at 6:30.

The next Board of Directors meeting is likely to take place after the HOA Member Meeting. The current Board members are encouraged to attend this meeting (when scheduled) to help acclimate the new Board members. Board members will be notified via email of the next meeting.